

1. INTRODUCTION

The Office of Science and Technology (OST) is an organizational component of the U.S. Department of Energy (DOE) Office of Environmental Management (EM). OST manages a national program to conduct basic and applied research, and technology development, demonstration, and deployment assistance that is essential to completing a timely and cost-effective cleanup and to enabling long-term stewardship of the DOE nuclear weapons complex. It provides environmental research results, as well as cleanup technologies and systems, to meet EM program high-priority science and technology needs and reduce technological risks and the cost of EM's major cost centers.

The *OST Management Plan* explains how OST manages research and development programs to support the overall EM mission. This document also reflects OST's ongoing drive to enhance efficiency and effectiveness in its business management practices, and to ensure that its mission is integrated within the overall EM Program.

1.1 Purpose and Scope

The *Management Plan* provides a high-level description of OST's mission, structure and strategies; the organizations with which OST interfaces; and key management functions and activities. It also describes OST's managerial approach to program planning, formulation, execution, and evaluation activities and how OST develops and implements science and technology solutions for EM end users. This document's primary audience is OST headquarters, focus areas, and field office management and staff. In addition, both DOE and non-DOE individuals and groups who interact regularly with OST programs will find it useful. The *Management Plan* provides the managerial framework within which OST operates and will be updated, as needed, to reflect OST management improvements, changes, and overall DOE and EM issues affecting OST.

The *Management Plan* is consistent with and complementary to other EM strategic and technical planning documents which define how EM executes the cleanup-stewardship mission. The *DOE Strategic Plan* and *EM Strategic Plan for Science and Technology* define the overall EM mission. *Accelerating Cleanup: Paths to Closure* provides a high-level description of how EM will accomplish the cleanup-stewardship mission. The details of EM mission completion are contained in EM cleanup programs and projects and in the data contained in the EM Integrated Planning, Accountability, and Budgeting System (IPABS). The *EM Research and Development Program Plan* describes the EM research and development investments to develop science and technology solutions to support the EM mission. The *Management Plan*, together with the Laboratory Management Plan (*Filling the Role of Cognizant Secretarial Officer: A Management Plan for the Office of Environmental Management Laboratories*) and the Long-Term Stewardship Strategy (*Strategy for Developing and Implementing Needed Science and Technology to Support Long-term Stewardship*), provide the implementing framework and processes that develop Multi-Year Program Plans, which implement the research and development program. Figure 1.1 illustrates the relationship of these documents.

The *Management Plan* is not intended to replace field-level management plans or procedures; however, lower-level procedures applicable to particular OST processes should be consistent with the approach outlined in this document.

The Environmental Management Mission—to clean up the environmental legacy of U.S. nuclear weapons production and other sources of pollutants such as DOE nuclear research.

"The Department of Energy is responsible for the world's largest environmental cleanup program. This enormous technical challenge is a national priority that must be based on thorough, scientific analysis."

*Secretary of Energy
June 1998*

*Figure 1.1
Relationship between OST
management plan and other
related documents*

